

Community Supervision Standards Juvenile Justice Authority State of Kansas	CHAPTER: ADMINISTRATION	STANDARD NO. CSS-01-106
	SUBJECT: AGENCY COMMUNITY SUPERVISION OFFICER QUALIFICATIONS	PAGE: 1 of 1
REFERENCES: None		DATE ADOPTED: 7/1/06 DATE REVIEWED:

STANDARD: Written policy, procedure and practice shall require detailed job descriptions and educational requirements. The applicant must be 21 years of age or older, submit to criminal records check, child abuse check, adult abuse registry check, motor vehicle licensure screen, and an alcohol/drug screen.

The education and experience qualifications of Community Supervision Officers are specified in writing by the hiring authority and include, at a minimum, a Bachelor's degree in human services or other related field; or experience working with juveniles/families with one (1) year of related experience substituting for one year of education.

DISCUSSION: Job descriptions and educational requirements ensure the program's selection of competent employees. The Community Supervision Agency should be able to demonstrate that the Community Supervision Officer is able to handle a variety of tasks relevant to the job, including the ability to access all juvenile records; ensuring 24-hour availability of supervision services and continuity of those services; establishing referral systems and demonstrating linkages and referral ability with community resources required by target population; a capacity to document and maintain individual case records in accordance with state and federal requirements; demonstrate an ability to meet federal and state requirements for documentation, billing, and audits; the ability to positively impact family systems and juvenile rehabilitation; provide appropriate intervention skills to juveniles and families; work with public officials; express oneself logically; and use relevant information in decision making.

NOTE: The standards and procedures set forth herein are intended to establish operational guidelines for community supervision agencies and their employees/contractors and juveniles under supervision. They are not intended to establish state created liberty interests for community supervision agencies or their employees/contractors, or supervised juveniles, or an independent duty owed by the Juvenile Justice Authority to community supervision agencies, or their employees/contractors, supervised juveniles or third parties. This standard and procedure is not intended to establish or create new constitutional rights or to enlarge or expand upon existing constitutional rights or duties.